



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: September 9, 2014

DATE: August 18, 2014
TO: Board of County Commissioners
FROM: Ken Retterath, Interim Director, Department of Social Services
kretterath@washoecounty.us 775-785-8600

THROUGH: Kevin Schiller, Assistant County Manager

SUBJECT: Recommendation to accept a Child Abuse and Neglect Sub-Grant for \$119,396 (no match required) from the State of Nevada, Division of Child and Family Services to support child protective services retroactive to July 1, 2014 through December 31, 2014; and direct the Comptroller's Office to make the appropriate budget adjustments.
(All Commission Districts)

SUMMARY

The Department of Social Services has been awarded funding for \$119,396, with no required match, through the State of Nevada, Division of Child and Family Services to support child protective services.

Strategic Objective supported by this item: Safe, secure and healthy communities

PREVIOUS ACTION

None.

BACKGROUND

Child Abuse and Neglect State Grants are awarded to support and improve child protective services systems. The Department will be utilizing this funding to support the following:

- through an agreement with Crisis Call Center, provide recording and referral services for child abuse and neglect calls received after hours, on weekends and holidays;
- purchase of a new vehicle for the specific use of the assessment workers at the Child Advocacy Center and potentially other department location to conduct child abuse and neglect investigations;
- provide comprehensive advanced training to investigative workers and key leadership staff of the Child Advocacy Center and Child Protective Services;

- ensure proper safe sleeping practices by providing up to 300 Play and Pack sleep systems to parents undergoing a CPS investigation.

GRANT AWARD SUMMARY

Project/Program Name: *Federal Child Abuse and Neglect State Grant*

Scope of Project: *Funding will support recording and referral services for child abuse and neglect phone calls after hours, weekends and holidays; the purchase of a new vehicle to support staff assigned to the Child Advocacy Center; staff travel and training expenses; and provide Play and Pack sleep systems to parents undergoing a CPS investigation.*

Benefit to Washoe County Residents: *Provides support in a variety of ways to child protective services systems.*

On-Going Program Support: *Not applicable.*

Award Amount: *\$119,396.00*

Grant Period: *July 1, 2014 – December 31, 2014*

Funding Source: *Administration for Children and Families*

Pass through From: *State of Nevada Division of Child and Family Services*

CFDA Number: *93.669*

Grant ID Number: *CANS-14-022*

Match Amount and Type: *no match required*

Indirect Cost Rate (applicable to the award):

Grant's recoverable indirect cost rate:

- ☐ Indirect costs are fully recoverable
- ☒ Sponsor does not allow for indirect cost recovery
- ☐ Sponsor has limited indirect cost recovery at ____ %
- ☐ Sponsor requires indirect Cost Rate Approved by Cognizant Agency

Special Terms & Conditions: *None*

Sub-Awards and Contracts: *The Department will contract with Crisis Call Center to provide for after hours, weekend and holiday coverage for child abuse and neglect phone calls.*

FISCAL IMPACT

Should the board authorize acceptance of this grant award, the Department's FY15 adopted budget will be increased in both revenues and expenditures in the following accounts:

IO#11190	431100 – Federal Grant Revenue	\$119,396
IO#11190	710100 – Professional Services	\$ 40,000
IO#11190	710712 – Family Preservation	\$ 32,100
IO#11190	711210 – Travel	\$ 12,096
IO#11190	781004 – Equipment Capital	\$ 35,200

The vehicle acquired with this funding will be recorded into the asset inventory of the vehicle fleet of the Equipment Services Division and will be maintained by them. As such, the replacement and maintenance expenses will be incurred by the Department and supported by existing and future budget authority in the CPS fund.

This grant is retroactive as the Department received the Notice of Sub-Grant Award in mid-August.

RECOMMENDATION

Recommendation to accept a Child Abuse and Neglect Sub-Grant for \$119,396 (no match required) from the State of Nevada, Division of Child and Family Services to support child protective services retroactive to July 1, 2014 through December 31, 2014; and direct the Comptroller's Office to make the appropriate budget adjustments.

POSSIBLE MOTION

Should the Board approve Staff's recommendation, the possible motion would be to "move to accept a Child Abuse and Neglect Sub-Grant for \$119,396 (no match required) from the State of Nevada, Division of Child and Family Services to support child protective services retroactive to July 1, 2014 through December 31, 2014; and direct the Comptroller's Office to make the appropriate budget adjustments".

State of Nevada - Division of Child and Family Services
4126 Technology Way, 3rd Floor
Carson City, NV 89706

Notice of Sub-Grant Award

DCFS Contact:	Dorothy Edwards	DCFS Contact Phone Number:	775-684-7956
Program:	Child Abuse and Neglect	CFDA Number:	93.669
State Award Number:	CANS-15-022	Budget:	3145
Type of Action:	NEW	Account:	12
Legal Name:	Washoe County Department of Social Services	Vendor Number:	T40283400 A
Project Name:	Partner Assistance	Mailing Address:	PO Box 11130
Contact Person:	Pam Fine		Reno, NV 89520
Email Address:	pfine@washoecounty.us	Project Address:	Same
Phone Number:	775-785-5652		
Fax Number:	775-785-8648	Tax ID:	88-6000138

Project Period:	JULY 1, 2014 through December 31, 2014	Federal Award Number
Year One:	JULY 1, 2014 through DECEMBER 31, 2014	G-1001NVCA01
Year Two:	N/A	
Year Three:	N/A	
Year Four:	N/A	

Approved Categories and Budget by Year:

Category	YEAR 1	YEAR 2	YEAR 3	YEAR 4	TOTAL
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$0	\$0	\$0
Equipment	\$35,200	\$0	\$0	\$0	\$35,200
Travel	\$12,096	\$0	\$0	\$0	\$12,096
Contractual	\$40,000	\$0	\$0	\$0	\$40,000
Direct Service	\$32,100	\$0	\$0	\$0	\$32,100
Admin/Other	\$0	\$0	\$0	\$0	\$0
Total State Share	\$119,396	\$0	\$0	\$0	\$119,396
Match	\$0	\$0	\$0	\$0	\$0
Total Program Cost	\$119,396	\$0	\$0	\$0	\$119,396

In accepting these grant funds, it is understood that:

1. Expenditures must comply with appropriate State and/or Federal regulations.
2. This award is subject to the availability of appropriate funds.

3. Grantee agrees to provide an independent financial and compliance audit in accordance with State and Federal requirements.

Washoe County Department of Social Services	Authorized Signature:	Date:
DCFS FPO Grants Management Unit	Authorized Signature:	Date:
DCFS Administration	Authorized Signature:	Date:

ASSURANCES AND AGREEMENTS – FEDERAL GRANTS

As the duly authorized representatives of the applicant organization, we certify that by submitting this proposal, the applicant will:

1. Establish safeguards to prohibit employees or board members from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
2. Have a copy of its official organizational by laws and amendments available for review. (Required of Community Based Organizations only)
3. Have resumes for key personnel on file.
4. Initiate and complete the Scope of Work within the applicable time frame after receipt of approval from the Division of Child and Family Services (DCFS).
5. Inform the awarding agency within 30 days of any substantial material situations affecting the successful completion of this project.
6. Comply with all federal and state statutes relating to nondiscrimination, including, but not limited to Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975.
7. Comply with the provisions of the Hatch Act which limits the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
8. Comply with P.L. 93-34B regarding the protection of human subjects involved in research, development and related activities supported by this award.
9. Comply with all applicable requirements of all other state and federal laws, executive orders, regulations and policies governing the program.
10. Abide by all appropriate provisions and procedures of DCFS.
11. Comply with the DCFS Business Associate Addendum (effective 4-20-05).
12. Comply with the minimum wage and maximum hours of the federal Fair Labor Standards Act.
13. Provide reports as required by the awarding agency as well as additional information requested by the awarding agency.
14. Provide the awarding agency with a copy of each outside audit conducted for the organization, whether that audit is a formal audit or a report from a qualified, independent source which provides an opinion regarding the financial practices and solvency of the applicant organization. **(Formal audits are required for organizations that received \$500,000.00 or more in federal funds during a Federal Fiscal Year.)**

KEN RETTERATH

Printed Name

Date

Signature

Date

Signature of President / Chairperson of Governing Body, Tribal Authority or Director of Public Agency

Date

**ADDITIONAL REQUIREMENTS AGREED TO BY SUB-GRANTEE IN RECEIVING
FUNDS PURSUANT TO THIS AWARD OR IN APPLICATION FOR SAME**

1. The sub-grantee agrees to abide by all appropriate provisions and procedures of the Division of Child and Family Services (DCFS).
2. The sub-grantee agrees to comply with arrangements for review of accounting procedures, back-up documentation and programmatic information, as initiated by DCFS.
3. The sub-grantee agrees to facilitate and participate in annual on-site reviews, where fiscal and programmatic documents will be reviewed and discussed.
4. The sub-grantee agrees to comply with the Basic Accounting Requirements.
5. The sub-grantee agrees to provide the agreed upon Scope of Service(s).
6. The sub-grantee agrees to comply with general financial requirements and submit the Monthly Financial Status and Request for Funds Report form (Reimbursement form) as prescribed by DCFS Grants Management Unit (GMU). Payment for services rendered under this grant will only be made after the complete and correct financial request has been approved by the GMU.
7. The sub-grantee agrees to submit quarterly program performance reports utilizing the online reporting system.
8. The sub-grantee certifies that the proposal upon which these grant funds are based was authorized by the governing body of the applicant.
9. The sub-grantee agrees to comply with Public Law 103-227, Part C, Environmental Tobacco Smoke (Pro Children Act of 1994) requiring that smoking not be permitted in any portion of any indoor area routinely owned or leased or contracted for by any entity and used routinely or regularly for provision of health, day care, education or library services to children under the age of 18, if the services are funded by federal programs either directly or through state or local governments, by federal grant, contract, loan or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per day and/or imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant certifies that the agency/organization will comply with this Act (Public Law 103-227).
10. The sub-grantee acknowledges that this sub-grant award may be terminated with 30 days written notice by either party.
11. The sub-grantee has provided DCFS GMU with verification that the following insurance coverage meets State of Nevada insurance requirements: Worker's Compensation Insurance, Commercial General Liability Insurance, Business Automobile Insurance (for agency owned vehicles) and Professional Liability Insurance (as applicable).
12. The sub-grantee will cooperate with DCFS GMU and any contractor hired by the GMU in establishing a professional program evaluation system to include outcome measures and the measurement of consumer impact.

13. Require its employees, board members and volunteers to maintain the confidentiality of any information, which would identify persons receiving services.
14. The sub-grantee agrees to mark equipment purchased with grant funds with the grant name, track equipment by the acquisition date, cost, percentage of grant funds used and disposition information. Equipment must be returned to DCFS if the sub-grant is terminated or if the sub-grantee is no longer funded by the particular grant source in the following grant cycle.
15. The sub-grantee acknowledges that this sub-grant award is contingent upon available funding and may be reduced within the sub-grant period.
16. The sub-grantee agrees to have a 5-year record retention schedule for the ML / DV, FVPSA and VOCA sub-grant documentation.
17. The sub-grantee agrees to make its services available to clients who may not be specified within their Scope of Work and upon the request of DCFS, in the event of a disaster.
18. The sub-grantee must promptly refer to the Department of Justice (DOJ) Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. The condition also applies to any sub-recipients. Potential fraud, waste, abuse or misconduct should be reported to the OIG by:

Mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

Email: oig.hotline@usdoj.gov

Hotline: (contact information in English and Spanish): (800) 869-4499

Or Hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig

19. Sub-grantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of the Office of Justice Programs (OJP).
20. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages sub-grantees and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety

policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

21. The sub-grantee agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the name and total compensation of the five most highly compensated executives of the sub-grantee and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS). The details of sub-grantee obligations, which derive from the Federal Funding Accountability and Transparency act of 2006 are posted on the Office of Justice Programs website at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own operate in his or her name).
22. The sub-grantee understands and agrees that penalties and interest are not allowable expenditures.

All documents, certifications and Public Laws addressed in this document are considered part of the conditions under which this sub-grant is offered and must be adhered to by the sub-grantee. Additional requirements of the sub-grantee may also apply.

KEN RETTERATH

Printed Name

Date

320 [Signature]

Signature

8/27/14

Date

Signature of President / Chairperson of Governing Body, Tribal Authority or Director of Public Agency

Date

CERTIFICATION # 1